

## Work Group: Applications Subcommittee

<b>Date</b>	3/21/2007	<b>Time</b>	1:30 – 3:00 P.M.
<b>Facilitator</b>	Miko Pattie	<b>Scribe</b>	Miko Pattie
<b>Location</b>	#914 - Plaza Tower	<b>Call-In #</b>	

## Agency / Attendees / Role

<b>CPE</b>	Miko Pattie	Subcommittee Chair
<b>CPE</b>	Charles McGrew	Subcommittee Member
<b>JCPS</b>	Bo Lowrey	Subcommittee Member
<b>KCTCS</b>	Sandy Cook	Subcommittee Member
<b>KCTCS</b>	Alicia Crouch	Subcommittee Member
<b>KDE</b>	Lee Muncy	Subcommittee Member
<b>KSU</b>	Terry Magel	Subcommittee Member
<b>UK</b>	Carol Diedrichs	Subcommittee Member
<b>Workforce</b>	Tami Dennis	Subcommittee Member
<b>Workforce</b>	Liz Stafford	Subcommittee Member

## Agenda/Decisions

<b>Item:</b>	<b>Review Survey Results Matrix with Applicable Guidelines</b>	<b>Decision(s)</b>
<b>1</b>	Virginia's matrix contains the 20 applications and their definitions, the votes, our 10 evaluation guidelines, and the number of guideline that is applicable for each application, all on one page. The group questioned our survey response rate and whether weight should be applied to each guideline in order to do our prioritization. Charles stated that this is not a scientific survey and that this can only serve as our reference and guidance for our efforts.	

Item:	Validate & Prioritize Subcommittee's Matrix	Decision(s)
2	<p>The group discussed if we should group applications based on whether they are low hanging fruit, or whether they will be funded (such as library management system, online testing, etc.) We questioned if those applications that meet the #1 guideline (Meet federal or state mandate) should be our first bundle. The group decided to use the following as our prioritizing process:</p> <p>1st bundle = Meet all 10 guidelines                      2nd bundle = Meet 1<sup>st</sup> guideline                      3<sup>rd</sup> bundle = Meet 9 guidelines                      4<sup>th</sup> bundle = Meet 8 or 7 guidelines                      5<sup>th</sup> bundle = Meet 5 or less guidelines</p>	
Item	Issues & Processes	
3	<p>The group discussed how the top-voted application, Single Sign-on, has been included in our #5 bundle by meeting only 5 guidelines. The reason is that we are looking at applications that affect learning directly and that SSO affects instructors more than learners. For Single sign-on and Interoperability, we will have white papers instead of budget requests. We will include #1 and #2 bundles for 2008-2010 budget request.</p>	

Next Meeting	Agenda Items Suggested and/or Moved Forward
4/4/07	<b>Items:</b> <ol style="list-style-type: none"> <li>1. Review Subcommittee's prioritized application matrix</li> <li>2. Identify user groups for 2008-2010 applications</li> <li>3. Create a template for application's group work</li> </ol>

**KPID = Key Point(s) Influencing Decision** (*e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.*) will be noted as and if they apply to individual decisions.